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MINUTES

SC Architecture Oversight Committee (AOC) Meeting
State Data Center, Room 105
January 26, 2005

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AOC Members in Attendance:

Valerie Goodwin	SC Commission for the Blind
Khush Tata	State Board of Technical and Comprehensive Education
Pat O'Cain	Comptroller General's Office
David O'Berry	Probation, Parole and Pardon Services
Jim Scurry	Department of Natural Resources
David Elwart	Department of Parks, Rec. and Tourism
Phil Lyles (At-Large)	Clemson University
Richard Wicker	State Housing
Herb Drucker	Department of Mental Health
GiGi Brickle	Legislative Printing
Steve Flowers	State Accident Fun
Billy Deaton	State Treasurer's Office
Camille Brown	Commission of Higher Education
Jerry Brown	Department of Labor, Licensing and Regulation
Randy Senn (At-Large)	SCANA Corporation
Jon Ostendorf	Richland County School District One
Larry Johnson (Chairman)	Division of the State Chief Information Officer

Call to Order
The meeting was called to order at 2:04 pm. by Mr. Larry Johnson.

Establish Quorum
 A quorum was established.

Approve Agenda
 A motion was made, seconded and passed to accept the proposed agenda for the meeting.

Approve Minutes of Last minute
No additions or corrections were made to the minutes from the last meeting. A motion was then made and passed to accept the minutes as written.

New Business

Presentation of one Proposed Standard and One Recommendation from the Communication Services Domain Subcommittee
Directory, Network OS Discipline
Mr. Kyle Herron filled-in for Marion Weaver (Chair) of the Communication Services Domain Subcommittee to present the Directory, Network OS proposed Standard and the Discipline was then open for discussion.   No recommendations were made by the AOC members. The motion was seconded and passed to accept the Discipline as presented. Mr. David Elwart of the Department of Parks, Recreation and Tourism abstained from voting.

Enterprise Telecommunications –Voice Discipline
Mr. Herron then recommended that the Communication Services Domain Subcommittee create a set of 'Best Practices' for the Enterprise Telecommunications – Voice Discipline that will be developed in collaboration with other state agencies and forthcoming within the next few months. A brief discussion followed. The AOC agreed.

This concluded the presentation by Mr. Kyle Herron.

Update of one Discipline from the Enterprise Applications Domain Subcommittee
Document Management Discipline
Mr. Jim Scurry (Chair) of the Enterprise Applications Domain Subcommittee presented an update to the Document Management Discipline. The Subcommittee had distributed requests to 87 agencies to participate in an online survey to create a new baseline for document management to which 63 agencies responded. Of the 63 respondents, 34 have no document management or imaging systems and the remaining agencies having various document management systems. The Enterprise Applications Domain Subcommittee conclusion was to recommend 'Best Practices' that will be forthcoming for the Document Management Discipline. The AOC agreed.

This concluded the presentation by Mr. Jim Scurry.

Presentation of one Proposed Standard from the Security Domain
Authentication – Identity Management
Mr. Jim McDougall presented the Authentication Identity Management proposed standard. The discipline was then open for discussion. Mr. McDougall indicated that there is no clear identifiable standard for Authentication Identity Management. A brief discussion followed. The AOC recommended that 'Best Practices' be used for Authentication Identity Management.

Recommendation Concerning Twelve Disciplines from the Security Domain

Administration	**Identification**	**Audit**
Access Control Administration	**Smart Cards**	**Monitor/Filter**
Change Management	**Card Readers**	**Audit Tools**
Sign-on	**Tokens**	**Network Integrity**
	Biometrics	**Vulnerability Testing**
	User IDs	

Mr. McDougall indicated that there is no clear direction for the twelve disciplines listed above. Mr. McDougall recommended that all twelve disciplines be deferred. The AOC recommended that the Security Domain Subcommittee create 'Best Practices' for each of the disciplines.

This concluded the presentation by Mr. McDougall.

Training Update
Ms. Beverly Cummings gave an update on the Skills Training Assessment Survey that was recently sent to state agencies. There were a total of 96 surveys sent to the IT Directors. Of those surveyed, only 19 responded. There were 462 requests for training from those that did respond to the survey. Network Troubleshooting training was the skill most requested of those skills surveyed, and Project Management training was the skill most requested of those skills not surveyed.   The AOC questioned why the majority of the agencies did not respond to the survey and stated that to fully understand the skills training needed by state agencies would require calling the agencies. This would identify specific skills training needed and determine the possibility of collaborating agency training efforts.

This concluded the presentation by Ms. Cummings.

Administration Considerations
Mr. Chuck Fallaw informed the AOC of the recent developments of the AOC Nominations/Elections process. He recommended that AOC review the governance process for improvements to ensure that we have the right representation for the AOC and possibly reduce the number of elections. He also recommended creating a subcommittee to review the governance process for improvements. Larry Johnson (AOC Chair) asked for volunteers and requested a motion to accept the recommendation for a subcommittee to review the current governance process. The motion was made, seconded and passed.

This concluded the presentation by Mr. Fallaw.

Action Items
None.

 Adjournment: 3:10p.m.